



(3420)
MARSHFIELD ELECTRIC and WATER DEPT.

2000 South Roddis Ave • P.O. Box 670
MARSHFIELD, WISCONSIN 54449-0670
Phone 715 387-1195 • FAX 715 389-2016
<http://www.mewd.com>

Jim Loock
Chief Electric Engineer
Public Service Commission
610 N Whitney Way
PO Box 7854
Madison, WI 53707-7854



Dear Mr. Loock;

On January 25, 2001 Marshfield Utility sent you a copy of our proposed inspection plan. We have modified the substation inspection form portion of that plan as indicated in the original cover letter. I have attached a copy of the actual form we have been using for your records.

If you should have any questions on this please don't hesitate to give me a call.

Sincerely;

Bob Trussoni
Technical Services Manager

Enclosure

RJT/tmh

RECEIVED

NOV 12 2001

Electric Division

WILDWOOD SUBSTATION MONTHLY INSPECTION FORM

INSPECTED BY: _____

DATE: _____

RATING: 0 - GOOD 1 - AGING 2 - NON-CRITICAL MAINT 3 - PRIORITY MAINT 4 - URGENT MAINT

115 KV BREAKERS/CIRCUIT SWITCHERS	N144	A-157	399	499	799	COMMENTS	CORRECTED	
							DATE	BY
OPEN/CLOSED Indicator								
CHARGED/DISCHARGED Indicator								
Cabinet Light								
Cabinet Heater								
Operations Counter (Enter Reading)								
Bushings and Supports								
Line/Load Dis. Sw.								
Handles Grounded								
Emergency Trip Button								
Air Compressors - Air/Oil								
Air Pressure Gauge - Air/Oil								
Gas Pressures for GCB's								
Spring Operated Mechanism								
Oil Level Gauge								
Tank Oil Leaks								
Cabinet Contamination								
Vents Clean								
Overall Rating								
Comp Hour								

	BANK 3			BANK 4			BANK 7			COMMENTS			CORRECTED	
													DATE	BY
Bushing Oil														
Bushings and Arrestors														
Oil Leaks														
Main Tank														
Sample Valves														
Radiators														
Radiator Bank														
Nitrogen Bottle Pressure														
Tank Pressure														
Tank Oil Level														
Oil Temp														
Winding Temp														
Heaters														
Cooling Fans														
Overall Rating														
VOLTAGE REGULATORS	CKT 331			CKT 332			CKT 333			CKT 741				
	S	M	N	S	M	N	S	M	N	E	M	N		
Tank Oil Level														
Drag Hand Positions min/max														
Operation Count (Value)														
Cabinet Contamination														
Leaks Oil														
Bushings														
Overall Rating														
VOLTAGE REGULATORS	CKT 432			CKT 433										
	S	M	N	S	M	N	S	M	N	S	M	N		
Tank Oil Level														
Drag Hand Positions min/max														
Operation Count (Value)														
Cabinet Contamination														
Overall Rating														

HIGH & LOW VOLTAGE BUS	COMMENTS	CORRECTED	
		DATE	BY
Insulators, Arrestors			
Bird Nests			
Terminators			
Labeling			
MANUAL SWITCHES			
Properly Labeled			
Ground Connections			
Positioning and Alignment			
Bushings and Supports			

FEEDER BREAKERS	331	332	333	431	432	433	741	COMMENTS	CORRECTED	
									DATE	BY
Open/Closed Ind.										
Charged/Discharged Ind.										
Cabinet Heater										
Operations Counter (Value)										
Bushings and Supports										
Line/Load Dis. Sw.										
Emergency Trip Button										
Cabinet Contamination										
Vents Clean										

CONTROL HOUSE/MISCELLANEOUS	COMMENTS	CORRECTED	
		DATE	BY
Clock Displays Proper Time			
Load Center Breakers			
Temperature			
Humidity			
Panels Labeled Properly			
Panel Lights			
Annunciator Panel			
Panel Meters			
Relay Target Information			
Emergency Contact Directory			
Dialtone on Phone			
Safety Equipment			
Fire Extinguisher Charged			
BATTERY			
Liquid Levels			
Proper Float Voltage on Charger & Battery			
Specific Gravity in Pilot Cell			
Personal Protective Equipment			
Connection Corrosion			
Leaking Cells			
Dated Solution in Eyewash Station			
YARD & FENCE			
Fence Ground Connections			
Fence Secured			
Security and Emergency Lights			
Grade and Grade			
Signs			

HUME SUBSTATION MONTHLY INSPECTION FORM

INSPECTED BY: _____

DATE: _____

X = INSPECTED

RATING: 0 - GOOD 1 - AGING 2 - NON-CRITICAL MAINT 3 - PRIORITY MAINT 4 - URGENT MAINT

5 KV BREAKERS/CIRCUIT SWITCHERS	P120	A-157	699	COMMENTS	CORRECTED	
					DATE	BY
OPEN/CLOSED Indicator						
CHARGED/DISCHARGED Indicator						
Cabinet Light						
Cabinet Heater						
Operations Counter (Enter Reading)						
Bushings and Supports						
Line/Load Dis. Sw.						
Handles Grounded						
Emergency Trip Button						
Air Compressors - Air/Oil						
Air Pressure Gauge - Air/Oil						
Gas Pressures for GCB's						
Spring Operated Mechanism						
Oil Level Gauge						
Tank Oil Leaks						
Cabinet Contamination						
Vents Clean						
Overall Rating						

BANK 6				COMMENTS	CORRECTED							
					DATE	BY						
Bushing Oil												
Bushings and Arrestors												
Leaks												
Main Tank												
Sample Valves												
Radiators												
Radiator Bank												
Nitrogen Bottle Pressure												
Tank Pressure												
Tank Oil Level												
Oil Temp												
Winding Temp												
Heaters												
Cooling Fans												
Overall Rating												
VOLTAGE REGULATORS	CKT 631			CKT 632			CKT 633					
	S	M	N	S	M	N	S	M	N			
Tank Oil Level												
Drag Hand Positions min/max												
Operation Count (Value)												
Cabinet Contamination												
Leaks Oil												
Bushings												
Overall Rating												
VOLTAGE REGULATORS	S			M			N					
	S	M	N	S	M	N	S	M	N			
Tank Oil Level												
Drag Hand Positions min/max												
Operation Count (Value)												
Cabinet Contamination												
Overall Rating												

HIGH & LOW VOLTAGE BUS			COMMENTS	CORRECTED	
				DATE	BY
Insulators, Arrestors					
Bird Nests					
Terminators					
Rating					
MANUAL SWITCHES					
Properly Labeled					
Ground Connections					
Positioning and Alignment					
Bushings and Supports					

FEEDER BREAKERS	631	632	633	COMMENTS	CORRECTED	
					DATE	BY
Open/Closed Ind.						
Charged/Discharged Ind.						
Cabinet Heater						
Operations Counter (Value)						
Bushings and Supports						
Line/Load Dis. Sw.						
Emergency Trip Button						
Cabinet Contamination						
Vents Clean						

CONTROL HOUSE/MISCELLANEOUS			COMMENTS	CORRECTED	
				DATE	BY
Displays Proper Time					
Load Center Breakers					
Room Temperature					
Rodents					
Panels Labeled Properly					
Panel Lights					
Annunciator Panel					
Panel Meters					
Relay Target Information					
Emergency Contact Directory					
Dialtone on Phone					
Safety Equipment					
Fire Extinguisher Charged					
BATTERY					
Liquid Levels					
Proper Float Voltage on Charger & Battery					
Specific Gravity in Pilot Cell					
Personal Protective Equipment					
Connection Corrosion					
Leaking Cells					
Dated Solution in Eyewash Station					
YARD & FENCE					
Ground Connections					
Secured					
Security and Emergency Lights					
Site Base and Grade					
Warning Signs					

MCMILLAN SUBSTATION MONTHLY INSPECTION FORM

INSPECTED BY: _____

DATE: _____

X = INSPECTED

RATING: 0 - GOOD 1 - AGING 2 - NON-CRITICAL MAINT 3 - PRIORITY MAINT 4 - URGENT MAINT

V BREAKERS/CIRCUIT SWITCHERS	N144	B-54	199	299	221	222	COMMENTS	CORRECTED	
								DATE	BY
OPEN/CLOSED Indicator									
CHARGED/DISCHARGED Indicator									
Cabinet Light									
Cabinet Heater									
Operations Counter (Enter Reading)									
Bushings and Supports									
Line/Load Dis. Sw.									
Handles Grounded									
Emergency Trip Button									
Air Compressors - Air/Oil									
Air Pressure Gauge - Air/Oil									
Gas Pressures for GCB's									
Spring Operated Mechanism									
Oil Level Gauge									
Tank Oil Leaks									
Cabinet Contamination									
Vents Clean									
Overall Rating									
HR									

	BANK 1	BANK 2	COMMENTS	CORRECTED								
				DATE	BY							
Bushing Oil												
Bushings and Arrestors												
Leaks												
Oil Tank												
Sample Valves												
Radiators												
Radiator Bank												
Nitrogen Bottle Pressure												
Tank Pressure												
Tank Oil Level												
Oil Temp												
Winding Temp												
Heaters												
Cooling Fans												
Overall Rating												
VOLTAGE REGULATORS	CKT 131			CKT 132			CKT 133					
	S	M	N	S	M	N	S	M	N			
Tank Oil Level												
Drag Hand Positions min/max												
Operation Count (Value)												
Cabinet Contamination												
Leaks Oil												
Bushings												
Overall Rating												
VOLTAGE REGULATORS	CKT 231			CKT 232			CKT 233					
	S	M	N	S	M	N	S	M	N			
Tank Oil Level												
Drag Hand Positions min/max												
Operation Count (Value)												
Cabinet Contamination												
Leaks Oil												
Bushing												
Overall Rating												

HIGH & LOW VOLTAGE BUS	COMMENTS	CORRECTED	
		DATE	BY
Insulators, Arrestors			
Bird Nests			
Terminators			
Oil Rating			
MANUAL SWITCHES			
Properly Labeled			
Ground Connections			
Positioning and Alignment			
Bushings and Supports			

FEEDER BREAKERS	131	132	133	231	232	233	COMMENTS	CORRECTED	
								DATE	BY
Open/Closed Ind.									
Charged/Discharged Ind.									
Cabinet Heater									
Operations Counter (Value)									
Bushings and Supports									
Line/Load Dis. Sw.									
Emergency Trip Button									
Cabinet Contamination									
Vents Clean									

CONTROL HOUSE/MISCELLANEOUS	COMMENTS	CORRECTED	
		DATE	BY
Displays Proper Time			
MC Load Center Breakers			
Room Temperature			
Rodents			
Panels Labeled Properly			
Panel Lights			
Annunciator Panel			
Panel Meters			
Relay Target Information			
Emergency Contact Directory			
Dialtone on Phone			
Safety Equipment			
Fire Extinguisher Charged			
BATTERY			
Liquid Levels			
Proper Float Voltage on Charger & Battery			
Specific Gravity in Pilot Cell			
Personal Protective Equipment			
Connection Corrosion			
Leaking Cells			
Dated Solution in Eyewash Station			
YARD & FENCE			
Ground Connections			
Secured			
Security and Emergency Lights			
Site Base and Grade			
Warning Signs			